



**MINUTES OF A REGULAR MEETING OF THE
UPLAND PLANNING COMMISSION
WEDNESDAY, AUGUST 24, 2022
AT 6:30 P.M.**

1. CALL TO ORDER OF THE PLANNING COMMISSION REGULAR MEETING

Chair Aspinall called the regular meeting of the Upland Planning Commission to order at 6:32 p.m. in the Council Chambers of the Upland City Hall.

2. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Vice Chair Grahn.

3. ROLL CALL

Present: Chair Aspinall, Vice Chair Grahn, Commissioners Johnson, Mayer, and Staton.

Absent: Commissioner Caldwell.

Staff present: Development Services Director and Planning Commission Secretary Dalquest, Planning Manager Farris, Senior Planner Winter, City Attorney Maldonado, and Administrative Analyst Davidson.

4. APPROVAL OF MINUTES

It was moved by Commissioner Johnson, seconded by Vice Chair Grahn, and carried on a vote of 3-0-2 with Commissioners Mayer and Staton abstaining, Commissioner Caldwell absent, and one vacancy, to approve the Minutes of the Planning Commission meeting of July 27, 2022.

5. COUNCIL ACTIONS

Development Services Director Dalquest indicated City Council met on August 8, 2022, and there are no reportable actions.

6. FUTURE AGENDA ITEMS

Planning Manager Farris reported two future agenda items for the month of September; a General Plan Amendment and Zoning Text Amendment to change four (4) parcels from office professional to residential on 1st and 2nd Avenue, north of 7th Street, and Specific Plan Amendment No. SPA-22-0001 for updated to regulations in the Historic Downtown Upland Specific Plan related to indoor storage uses and internet-only uses that are not open to the public and outdoor display.

7. ORAL COMMUNICATIONS

Chair Aspinall opened oral communications. There being no remote or in-person speakers, Chair Aspinall closed oral communications.

8. PUBLIC HEARINGS

A. ZONING CODE AMENDMENT NO. ZA-22-0002 (Continued from July 27, 2022)

Project Description: Consideration of a Resolution recommending to the City Council adoption of an Ordinance amending Upland Municipal Code 17.15.130 (Political Campaign Signs – General), specifically deleting subsection “C” which limits the number of political signs to one (1) sign per site. (Staff Person: Joshua Winter)

CEQA Determination: The proposed amendment is categorically exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines §15601(b)(3), which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment.

Applicant: City of Upland

Appeal Period: There is no appeal period, the Planning Commission’s decision is a recommendation to the City Council.

Senior Planner Winter presented the staff report, along with a PowerPoint Presentation which is on file in the Development Services Department, and reiterated the item was continued from the previous meeting due to a lack of affirmative votes.

Commissioners Mayer and Staton confirmed having reviewed the materials from the previous meeting.

Senior Planner Winter indicated options to change letter “C” in the Ordinance from the maximum number of signs per site to the aggregate area of signage on a residential site shall not exceed 30 square feet and the aggregate area of signage on a commercial industrial site shall not exceed 80 square feet which would limit the total area on a first come basis per site

Vice Chair Grahn suggested to replace the wording of “site” to “parcel” and Commissioner Staton agreed.

Chair Aspinall opened the public hearing.

There being no remote or in-person speakers, Chair Aspinall closed the public hearing.

Commissioner Staton motioned to approve the Ordinance with the proposed amendments and withdrew his motion.

Commissioner Mayer opined to keep the Ordinance as proposed, Chair Aspinall and Vice Chair Grahn concurred.

It was moved by Commissioner Mayer, seconded by Vice Chair Grahn, and carried on a vote of 5-0 (Commissioner Caldwell absent, and one vacancy) to approve recommendation to the City Council of Zoning Code Amendment No. ZA-22-0002, with no additional amendments.

B. ROSE GLEN SPECIFIC PLAN - GENERAL PLAN AMENDMENT NO. GPA-21-0002, ZONE CHANGE NO. ZC-21-0002, SPECIFIC PLAN NO. SP-21-0002, TENTATIVE TRACT NO. TT-21-0002 (TT-20519), DEVELOPMENT PLAN REVIEW NO. DPR-21-0009, ENVIRONMENTAL ASSESSMENT NO. EAR-21-0010

- Project Description: To consider a recommendation to the City Council regarding the Rose Glen Specific Plan and related project entitlements. The project includes 64 two-story single family detached residential homes on 4.84 acres, for an overall density of 13.2 dwelling unit/acre. The project is located at 1400 E. Arrow Highway (APN: 1046-481-14) within the light industrial (LI) zoning district, which includes the following applications:
1. General Plan Amendment No. GPA-21-0002 to amend the Land Use Designation of the project site from Light Industrial (LI) to Specific Plan (SP).
 2. Zone Change No. ZC-21-0002 to amend the Zoning Designation of the project site from Light Industrial (LI) to Specific Plan (SP).
 3. Specific Plan No. SP-21-0002 to establish a planned residential development and site-specific development standards and design guidelines of the Rose Glen Specific Plan.
 4. Tentative Tract No. TT-21-0002 (TT-20519) to subdivide 4.84 acres into 13 numbered lots and 16 lettered lots. The numbered lots will contain 64 condominium single-family residential units and lettered lots consist of private streets, open space and landscaping area.
 5. Development Plan Review No. DPR-21-0009 to establish the site layout consistent with the development standards identified within the Specific Plan and to establish the architectural design of the proposed residential units, landscaping design, open space designs and amenities.
 6. Environmental Assessment No. EAR-21-0010 to evaluate project impacts to the environment and review the Initial Study and Mitigated Negative Declaration and to adopt appropriate mitigation measures to ensure project compliance with the California Environmental Quality Act (CEQA). (Staff Person: Joshua Winter)
- CEQA Determination: An Initial Study/Mitigated Negative Declaration (IS/MND) has been prepared for the project in accordance with Section 15074 of the California Environmental Quality Act (CEQA) Guidelines.
- Applicant: Century Communities c/o Brian Taylor, 4695 MacArthur Court, Suite 300 Newport Beach, CA 92660.
- Appeal Period: There is no appeal period, the Planning Commission's decision is a recommendation to the City Council.

Senior Planner Winter presented the staff report and supplemental memorandum outlining revisions to the resolutions, along with a PowerPoint Presentation which is on file in the Development Services Department.

The Planning Commission inquired about trash management, wall height and sound attenuation, whether there was an easement for maintenance on zero lot line buildings, lot line clarification, whether a portion of the property (Lot K) would be sold to the adjacent business (Cherokee Wood Products), guest parking stalls and

drivability, the number of ADA accessible parking stalls, and landscape provisions for maintaining a certain number of trees.

Senior Planner Winter provided clarification regarding the trash management plan, indicated that the trash will be contained in bins moved to an area and collected by Burrtec, clarified the varying wall heights, and mentioned the development is for condominiums and are not zero lot line structures.

Chair Aspinall opened the public hearing.

Brian Taylor applicant presented a PowerPoint and provided an overview of their proposal.

The Planning Commission inquired with the applicant regarding the rear elevation and noted a lack of design elements, whether the tiles surrounding the doors and windows would be inset in the Spanish Colonial design, and inquired what was planned for the lot near the entrance to Cherokee.

Brian Taylor indicated architectural features could be added to soften the appearance of the rear elevation, clarified the tiles would be set-in 2 inches around the doors and windows, and confirmed that "Lot K" would be made available to Cherokee Wood Products for a future Lot Line Adjustment so they or future owners would have access to their site, and provided clarification on the ownership of common areas and the maintenance access for individual units.

Natasha Walton, resident, spoke positively on the native plants and preservation of trees, mentioned comments she made on the IS-MND of the project during public review, requested the inclusion of new public park land along the Pacific Electric Trail, commented on the parkland to population ratios and opined parkland deficiencies, and mentioned the timing of the supplemental memorandum made available to the Planning Commission and members of the public.

Commissioner Johnson inquired whether the condominiums would be for-sale and expressed concerns with the number of guest and ADA parking stalls.

Brian Taylor confirmed the condominiums are for-sale units in which the homeowners own the air space, and that the Homeowners Association owns the land.

Chair Aspinall inquired about EV charging and Mr. Taylor confirmed there would be charging stations in some of the guest spaces.

Development Services Director Dalquest read the proposed conditions addressing landscaping and maintaining tree counts and Senior Planner Winter read the proposed condition concerning architecture enhancements.

Commissioner Johnson asked for consideration of a condition of approval requiring additional guest and ADA parking stalls.. The condition of approval did not gain support from the rest of the Planning Commission.

The applicant agreed to the proposed conditions read by staff.

There being no other speakers, Chair Aspinall closed the public hearing.

The Planning Commission spoke positively of the project.

It was moved by Commissioner Mayer, seconded by Commissioner Staton, and carried on a vote of 5-0 (Commissioner Caldwell absent, and one vacancy) to recommend the City Council approve a Resolution to adopt the Mitigated Negative Declaration and Mitigation Monitoring Program for the project as amended in the supplemental memorandum and during the public hearing.

It was moved by Commissioner Mayer, seconded by Commissioner Staton, and carried on a vote of 5-0 (Commissioner Caldwell absent, and one vacancy) to adopt a Resolution recommending that the City Council approve the Rose Glen Specific Plan -General Plan Amendment No. GPA-21-0002, Zone Change No. ZC-21-0002, and Specific Plan No. SP-21-0002, as amended in the supplemental memorandum and during the public hearing.

It was moved by Commissioner Mayer, seconded by Commissioner Staton, and carried on a vote of 4-1 (Commissioner Caldwell absent, and one vacancy) to approve Resolution recommending that the City Council approve Rose Glen Specific Plan - Tentative Tract No. TT-21-0002 (TT-20519), Development Plan Review No. DPR-21-0009, Environmental Assessment No. EAR-21-0010 as amended in the supplemental memorandum and during the public hearing.

C. SPECIFIC PLAN AMENDMENT NO. SPA-22-0001

STAFF IS RECOMMENDING THAT THIS ITEM BE CONTINUED TO SEPTEMBER 28, 2022.

Project Description: Consideration of a recommendation to the City Council to amending the Historic Downtown Upland Specific Plan in two ways: 1) to amend table 5-1 (permitted land uses) to prohibit storage uses and internet-only businesses that are not open to the public; and 2), to allow for and adopt regulations pertaining to outdoor displays for retail businesses. (Staff Person: Joshua Winter)

CEQA Determination: The proposed amendment is categorically exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines §15601(b)(3), which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment.

Applicant: City of Upland

Appeal Period: There is no appeal period, the Planning Commission's decision is a recommendation to the City Council.

Senior Planner Winter indicated staff needed additional time to finish preparing this item and asked requested that the item be continued to the Planning Commission's next regular meeting.

Chair Aspinall opened the public hearing.

There being no remote or in-person speakers, Chair Aspinall closed the public hearing.

It was moved by Commissioner Mayer, seconded by Vice Chair Grahn, and carried on a vote of 5-0 (Commissioner Caldwell absent, and one vacancy) to continue the item to the next regular meeting on September 28, 2022.

9. BUSINESS ITEMS

- A. Consideration of a Resolution amending the Rules and Procedures for the Upland Planning Commission as set forth in the Resolution dated August 24, 2022. (Staff Person: Jamie Davidson)

Administrative Analyst Davidson presented proposed changes including clarifying where study sessions would occur in the order of business, when the rules and procedures would be reviewed, and to updating the City Council and Planning Commission Resolution numbers for consistency.

Chair Aspinall asked for public comment.

There were no remote or in-person speakers.

It was moved by Commissioner Johnson, seconded by Commissioner Mayer, and carried on a vote of 5-0 (Commissioner Caldwell absent, and one vacancy) to approve the Rules and Procedures for the Upland Planning Commission.

10. PLANNING COMMISSION COMMENTS

Commissioner Johnson commented on his experience opening a business in the City of Upland and thanked Senior Planner Winter for his professionalism and assistance with the process.

11. ADJOURNMENT

It was moved by Commissioner Staton, seconded by Commissioner Mayer, and carried on a vote of 5-0 (Commissioner Caldwell absent, and one vacancy) to adjourn the meeting.

At 8:14 p.m., Chair Aspinall adjourned the meeting. The next regularly scheduled Planning Commission meeting is Wednesday, September 28, 2022.

SUBMITTED BY



Robert D. Dalquest, Secretary

APPROVED

September 28, 2022